

**American Indian/Alaska Native Grantees
Conference Call November 4, 2002 @ 12:00 pm**

Participants: Jennifer McLamb, Ottis Murray, Millard Lowry, Laura Oropeza, Michael Bird, Kate Hendley, Karina Udall, Jen Olsen, Amber Norgaard, Dr. Kevin Foley, Dr. James Berner, Sandi Duggan, Sarah Hargrove, Lois Eldred, Karen Saylor, Parousha Zand, Betty Duran, Tim Brittingham, Saleem Ahmad, David Barney

Project Reports:

Robeson Health Care Corporation: They have submitted IRB application to University of NC at Pembroke – failed to include Ottis Murray as evaluator in application – will make necessary correction. Completed logic model and are ready for review by HRSA and OU TA Center. Developed rough draft of data instruments which they would like Tim to develop in *TELEform*. David will review their logic model and provide feedback. BART has agreed to refer HIV positive American Indian clients to the SPNS project for services.

Four Corners American Indian Circle of Services Collaborative: IRB application was submitted to the University of New Mexico last week. Currently preparing the IRB application for submission to the Navajo Nation. Working on service delivery model and may need some help from the TA Center. Submitted Lorenda's resume to HRSA for review – Have a meeting scheduled for Thursday, November 7th for the collaborative partners.

Native American Health Center: Karen is working on finalization of instruments which must be completed before submission to IRB. Letter was sent to HRSA (Sandi) requesting deadline for IRB application deadline to be extended to 12/01/02. Parousha advised that Nurse Case Manager will begin to work on November 18, 2002. This position will be responsible for central intakes and HIV case management. She will submit the resume for the NCM to HRSA. Lois Eldred will arrange to visit the Native American Health Center during Thanksgiving week while in the Bay Area.

South Puget Intertribal Planning Agency: Jen said their project site visit was conducted on October 23-24, 2002 by David Barney, Betty Duran, and Kate Hendley. The logic model has been completed. They have submitted their IRB application to the University of Washington for conditional approval, pending final submission of forms and instruments.

Alaska Native Tribal Health Consortium: Dr. Berner advised that they have hired Tracy Speier as Project Coordinator and she began working last week. Currently, they are working on their program plan and logic model, as well as revising their budget. They are scheduled for a site visit by OU TA Center staff and Sandi from HRSA. Plan to conduct field visits with proposed intervention sites within the next few weeks. They plan to submit their IRB application to the Alaska Native Tribal Health Consortium IRB Board by the end of November 2002.

Yukon-Kuskokwim Health Corporation: They have completed their logic model and are currently working on their data instruments. Plan to submit IRB application by the end of November 2002. They have made a position offer for the Project Coordinator to a candidate and are waiting for a final response.

HRSA Updates: Kate reminded projects to submit a copy of the IRB application to their HRSA Project Officer once it is completed for review and recommendations. Reminded projects that project implementation is planned for January 1, 2003. Lois Eldred encouraged projects to keep their project

officers informed about potential problems that they anticipate with the IRB applications.

OU TA Center: Tim advised that he has posted some new instruments on the AI/AN web site. Also projects requiring assistance in the development of their instruments in *TELEform* should provide Tim with a timeline as to when to expect the information for form development and scheduling of a brief conference call to review the proposed forms, discuss measurement issues, and format.

TA Center staff will be in Anchorage on November 13 – 15, 2002.

Betty asked grantees to review conference call schedule. She realized that some calls fall on holidays and those calls will be cancelled with the projects agreement.

Dr. Berner asked if the TA Center had selected the dates for the AI/AN grantees data meeting in February. David advised that decision had not yet been made, but we would inform grantees of the dates sometime in December.

Betty advised grantees that she will be sending out a reminder for the grantees conference call and requesting that each grantee send in a brief bullet point report of issues they will discuss on the conference call. These bullet points will be dropped into the conference call minutes.

Conference call adjourned at 12:35 pm.

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